



**BORDEAUX
SCIENCES
AGRO**

Accommodation information guide

Gestion des résidences

Virginie LEFRAIS

hebergement@agro-bordeaux.fr

05 57 35 07 00 ou 06 20 55 51 95

1 Cours du Général de Gaulle, 33370 GRADIGNAN



SUMMARY

| | |
|---|-----|
| Residents' Charter..... | p3 |
| Payment of rent..... | p4 |
| BSA bank details..... | p5 |
| Opening hours of the accounting agency..... | p6 |
| Opening hours of the Accommodation..... | p7 |
| Information on the CAF..... | p8 |
| Medical and/or psychological emergency numbers..... | p9 |
| WIFI | p10 |
| Garbage..... | P12 |
| Safety information..... | P12 |
| Reminder of use..... | p13 |
| Departure information..... | p14 |



Residents' Charter

Responsible and respectful of property and places

Educated

Serious

Invested

Decent

Eco-citizens

Non-violent

Tolerant

Here is what we expect from all residents of Bordeaux Sciences Agro.

The Accommodation service will always be open if necessary to answer your questions and support you in your daily life.



Payment of rent

The monthly fee is to be paid :

BEFORE THE 05TH OF EACH MONTH

You can use one of the following payment methods :

- Check payable to : Monsieur l'Agent comptable de Bordeaux Sciences Agro (to be deposited directly with the accounting service).
- By paying online on the BSA secure site (by credit card) via the following link : <https://www.agro-bordeaux.fr/paiement-en-ligne/>
- Directly to the school accounting agency (R.Franklin building on the ground floor) by check or bank card during public opening hours.
- By transfer: wording to be indicated Surname/First name, current year (1A, 2A, Apprentices, etc.) specify the amount of your rent and the month you are paying. Ex: 447 euros/March

NB: A monthly automatic transfer can be set up directly with your bank.



Accounting office opening hours

| | Morning | Afternoon |
|----------|-------------------|-------------------|
| Lundi | 08:30 - 12:00 a.m | 01:30 - 04:30 p.m |
| Mardi | 08:30 - 12:00 a.m | 01:30 - 04:30 p.m |
| Mercredi | 08:30 - 12:00 a.m | 01:30 - 04:30 p.m |
| Jeudi | 08:30 - 12:00 a.m | 01:30 - 04:30 p.m |
| Vendredi | 08:30 - 12:00 a.m | 01:30 - 04:00 p.m |

Rent payments and requests for rent receipts from the Accounting Agency. Thank you.

Contact : agencecomptable@agro-bordeaux.fr
05 57 35 07 03



Bank rib of Bordeaux Sciences Agro

Identifiant National de compte bancaire - RIB

| Code banque | Code guichet | Numéro de compte | Clé RIB | Domiciliation |
|-------------|--------------|------------------|---------|---------------|
| 10071 | 33000 | 00001000238 | 30 | TPBORDEAUX |

IBAN (International Bank Account Number)

| | | | | | | | BIC (Bank Identifier Code) |
|------|------|------|------|------|------|-----|----------------------------|
| FR76 | 1007 | 1330 | 0000 | 0010 | 0023 | 830 | TRPUFRP1 |

No direct debit will be made by the school.



Accommodation office hours

| | Morning | Afternoon |
|----------|-------------------|-------------------|
| Lundi | 08:30 - 12:00 a.m | 01:30 - 05:00 p.m |
| Mardi | 08:30 - 12:00 a.m | 01:30 - 05:00 p.m |
| Mercredi | 08:00 - 12:00 a.m | 01:30 - 04:00 p.m |
| Jeudi | 08:00 - 12:00 a.m | 01:30 - 05:00 p.m |
| Vendredi | 08:00 - 12:00 a.m | 01:30 - 04:00 p.m |



CAF

In order to be able to complete your beneficiary file, please provide the following information :

- You are in a university residence outside Crous.
- In non-approved furnished accommodation.
- Tick that you will receive the aid.

Then come and see us with your rental certificate so that we can complete it.



Or by the link:

<https://basilyk.app/l/uLGkc2Fv>

A CAF relay point is located in Pessac at 22 Boulevard Saint-Martin
It welcomes you from 8:30 a.m. to 12:00 p.m. and from 1:30 p.m. to 4:30 p.m. on Monday, Tuesday, Thursday
and Friday.



Medical and/or psychological emergency numbers

The student health center is at your service at 05 33 51 42 00



The student health center is located at 22 avenue Pey Berlan, in Pessac on the academic field.

He welcomes you from 09 a.m to 07 p.m on Monday to Thursday and Friday from 09a.m to 7p.m.



We use an external service provider named : **WIFIRST**

They offer you free 24-hour, non-binding offers and immediate access. Visit the website:
<https://www.wifirst.com/en/student-wifi>

Internet offers for long stays :

Liberty Pack : 17,99€/month.

Unlimited internet + calls to landlines in FRANCE. No commitment, no termination fees.

For short stays :

1 day : 5€

3 days : 9€

1 week : 12€

1 month : 25€

Customer service :

Contact our customer services (24/7) : **01 70 70 46 26**



Household waste

BORNES BIODÉCHETS et/ou COMPOSTEURS

Borne biodéchets : équipement des 203 foyers (disponibles en mairie ou au SMICTOM)

DANS LA BORNE BIODÉCHETS ET LE COMPOSTEUR, VOUS POUVEZ METTRE :

- Éplures, fruits et légumes abîmés
- Coquilles d'œufs
- Marc de café et sachets de thé
- Essie-tout et serviettes en papier blanc

DANS LA BORNE BIODÉCHETS, VOUS POUVEZ AUSSI METTRE :

- Vieilles, poissons, produits de la mer
- Restes de repas, pain et céréales
- Laitages

Compost, fournit un **bon engrais** pour le jardin. Bornes biodéchets : transformation en **chaleur, électricité et engrais**.

BACS OU BORNES JAUNES

Il s'agit de la 1^{re} journée 2023

Emballages vides, sans emballés, et en verre - pas de verre

= tous les emballages et les papiers

CHEZ VOUS, TOUS LES EMBALLAGES ET LES PAPIERS SE TRIENT

OBJECTIF ZÉRO DÉCHET

- Évitez le gaspillage alimentaire, je cuisine, les restes, j'utilise des moules à sandwichs au tressé
- Je trie l'eau du robinet, j'achète en vrac, je suis un éco-pot sur une boîte à lettres
- J'achète des bouteilles rechargeables ou rechargeables
- J'utilise des couches lavables pour les enfants et des articles d'hygiène multifonctions

Bouteilles et flacons en plastique

Papiers, cartons et briques alimentaires

Bâches et cartons métalliques, annuaires, cartons

Tous les autres emballages en plastique et métal

Ils seront recyclés ou valorisés énergétiquement.

BORNES À VERRE

bouteilles et pots en verre

Pas de vaisselle, seringues à usage unique et literie à ramener en déchèterie

Bouteilles, bocaux, pots et flacons en verre (sauf ceux dans le bac jaune)

Ils seront recyclés pour fabriquer de nouvelles bouteilles en verre.

BACS OU BORNES GRIS

ordures ménagères

En sac, sans déchets dangereux (produits domestiques, peintures...)

Articles d'hygiène, éponges, lingettes

Petits objets

Mégots, cendres froides, poussières, balayures, lières

Ces déchets sont incinérés.

Dumpsters are available next to each residence.
Bordeaux Métropole picks up:

Black dumpsters: **Monday and Thursday**
Green and Yellow dumpsters: **Wednesday**
Green dumpsters: **Thursday**



Security

For the safety of all residents, night watchmen are present on campus from **Monday evening to Saturday evening**.

In case of problems or if you encounter a problem, call them at the following number:
06 19 01 08 18.

Please do not play with the fire extinguishers or manipulate them, they are not doorstops.

School entrance gate opening code: **081 960**

The gates are closed every evening from 10 p.m. to 6 a.m. and on weekends from Friday evening 10 p.m. to Monday morning 6 a.m.

In the event of an emergency outside the opening hours of the accommodation service, please contact the on-call agent at:

06 86 00 77 77





IMPORTANT THINGS TO REMEMBER !

Common areas:

It is **FORBIDDEN** to store any objects whatsoever in all common areas. First of all for obvious **SAFETY** reasons because if a fire were to break out, these parts must remain accessible. In addition, a cleaning company comes once a week for their maintenance. So thank you for respecting security and maintenance staff.

Keys:

The keys to your accommodations are coded and approved keys that cannot be reproduced, therefore any loss of keys will be charged €170 (includes accommodation keys + mailboxes). If the keys are forgotten, we have duplicates that we can lend for a maximum of one week.

Maintenance Tickets:

When you make tickets to the maintenance technicians online via the digital work space (ENT), please indicate your accommodation number as well as your residence if you want it to be taken care of. In addition, if the intervention is already solved before the technician's visit, please make a second ticket indicating that the problem is solved. This avoids unnecessary trips.

Neighborhood:

Please protect your classmates from noise pollution. Therefore, we ask you not to make any noise **after 11:00 p.m.**

Parcel delivery:

As the school is not authorized to manage the reception of personal parcels, the delivery of your parcels **MUST** be done in one of the relay points located near the school.

For your ordinary mail, do not forget to indicate to the sender, the exact address with the name of your residence and the number of your accommodation.

REMEMBER TO PUT YOUR NAME on the mailbox.



DEPARTURE

Before you leave, remember to inform:

- the accommodation office at least **1 month before**.
- La Poste de Gradignan for your change of address. Otherwise your mail will be lost.
- The Gironde CAF.
- Your internet service provider.

On the day of your departure, an end of lease certificate will be given to you. It will allow you to terminate your rental insurance.

The deadline for refunding the security deposit is between **1 and 2 months** after your departure depending on the condition of your accommodation. If you encounter a problem, please contact the accounting agency in charge of this file.

The keys will be returned at the end of the exit inventory. Do not forget to make an appointment as soon as possible for your departure.